

Frequently Asked Questions for RFP EPA.R3CBP-05-05
Administrative, Technical and Scientific Support for the Chesapeake Bay Program
(Updated 9/19/2005)

Q1: For Task #3 (Technical Writing/Editing Support), the RFP states that the grant will be for technical papers, brochures, etc. The limit is \$91,000. For this amount, how much writing and editing will be involved exactly? What do you expect as deliverables? Who will do the printing, etc.?

A1. The technical papers, brochures, etc. are based on the priorities and needs of CBP's Subcommittees and Workgroups. An estimate of one month's writing could be:

- Develop an outline and draft of a article(s) for the web .*
- Began research on new (i.e., oysters, crabs, etc.) backgrounders*
- Revise/update existing backgrounders*
- Draft new backgrounders and/or fact sheets (up to 5 one pagers for each) on Bay Program topics*
- Edit press releases*
- Proofread final version of a document*
- Begin writing chapters for a new report*
- Edit an existing document*

Examples of backgrounds/press releases can be found at <http://www.chesapeakebay.net> (under the heading: Press Center)

The deliverables would be the final versions of the brochures, technical papers, backgrounders, etc. EPA, Chesapeake Bay Program is responsible for the printing of the documents.